

**Utah State Library Board Meeting Minutes**  
**Friday, December 4, 2020**  
**10:00 A.M. to 11:30 P.M.**  
**Electronic Meeting**

**State Library Board Attendees:** Marguerite Mower, Chair; Jon Ostler; Lisa Ord; Jason Cornelius; Samuel Passey; Diane Carter

**Utah State Library (USL) Staff:** Colleen Eggett, State Librarian/Division Director; Lisa Nelson, Blind and Disabled Program Manager; Marie Erickson, Library Resources Program Manager; Chaundra Johnson, Library Development Program Manager; Heidi Fendrick, Data Coordinator; Rachel Cook, Grants Coordinator; and Amanda Rock, Administrative Secretary

**Department of Heritage & Arts (DHA) Staff:** Jill Love, Executive Director; Katherine Potter, Deputy Director

Ms. Mower called the meeting to order at 10:00 a.m. and read the OPMA Electronic Meeting Determination. She welcomed the group, and conducted a roll call of board members and USL staff. Samuel Passey, the newest member of the board was then introduced.

**Board Meeting Minutes for September 25, 2020**

Mr. Ostler moved to approve the minutes as written; Ms. Ord seconded the motion. The motion was approved unanimously by the board.

**Oath of Office requirement**

Ms. Mower explained the new Oath of Office requirement and requested board members return the signed oath to Amanda Rock.

**Director's Update**

Ms. Eggett gave an extensive summary of USL's accomplishments over the last three years of her tenure as director. March 12, 2021 will be her last day in office. She stated DHA will begin the search for a new director in the beginning of the year. Board members might be asked to serve on the hiring committee. Ms. Eggett confirmed her staff is fully trained and will be ready to move forward.

**COVID-19 Recertification Standards**

Ms. Fendrick explained the changes the Development team made to the standards and benchmarks for library recertification due to the Coronavirus. Ms. Cook explained the Exemplary COVID-19 Designation given to libraries who went above and beyond in their response to COVID-19. Mr. Passey moved to approve the COVID-19 Recertification Standards for use in 2021 as presented, Mr. Cornelius seconded the motion, which was then approved unanimously.

**Dashboard Report**

Ms. Fendrick went over the statistics available on the USL website.

**Dept of Heritage and Arts update**

Ms. Love thanked USL staff for their amazing work. She thanked Ms. Eggett for her leadership, transforming the library into a better place, and exceeding DHA's expectations.

Regarding the transition to a new governor, Ms. Love said the transition team has been meeting with staff and constituents. The team's report on USL was strong.

Ms. Love shared information on the 125th statehood celebration airing on Jan. 4th. DHA and its divisions worked hard on this major project which includes many events celebrating Utah's statehood. Libraries were awarded grants to strengthen their collection with works from local writers.

## **Staff reports**

### **Bookmobile Program**

Ms. Johnson shared information about the Bookmobile Program, stating the bookmobiles were extremely busy working with schools, providing services for students both in the building and homeschooling. Most headquarters are open, or taking appointments and providing curbside pickup, making sure people are wearing masks and practicing safe social distancing.

### **Library Development**

Ms. Johnson shared that Development held its annual Director's Summit virtually last October. Sessions included Equality, Diversity, and Inclusion and a discussion with Nan Ault, superintendent of the Sanpete School District, about remote learning/homeschooling and how libraries could support the schools. Development also launched their first online continuing education course (UPLIFT) in November. The focus of this first online class was Youth Services. There will be more UPLIFT courses upcoming.

Ms. Johnson updated the board on their projects working with Utah Education Network (UEN) using CARES funding:

- For the Professional Development for Remote and Online Learning project, Development staff collected content about adapting teaching and addressing challenges arising from COVID-19 for UEN's "Re-imagining teaching" resource database for use by educators and library staff.
- Development staff also facilitated the hotspot project, distributing 750 hotspot devices to 29 libraries and branches. Patrons are able to check out these hotspots, which give them wireless access to the internet.

### **Library Resources**

Ms. Erickson updated the board on two contracts that are under negotiation. The contract for OCLC, a global library cooperative, should be executed by next week, and EBSCO Information Services Learning Express should be executed today. There are two open RFP's: New digital library platform (closes on December 18) and the Learning Library platform (closes on January 6). There is a plan to launch one additional RFP for a new authentication platform to replace OCLC's EZProxy system. The new system should allow better security, better usage statistics, and give the ability to target much smaller audiences and limit them to specific databases. This would allow Resources to purchase just a few licenses for specific databases for the Health Department or Tax Commission or any other state agency that has a specific need for electronic resources. That RFP should launch in early 2021.

Resources staff is working with Ms. Cook from Development on the following grants:

- The Borrower Support Grant is designed to help subsidize the costs of interlibrary loan services to small public libraries. The goal is for all Utah residents to have access to ILL services at no cost.
- The goal of the 14 Digit Barcode Grant is to help the last 25 libraries not currently using 14 digit barcodes to make that migration effort. This will be a great help in solving authentication issues with statewide resources.

Olivia Wilkinson is completing a pilot program to extend the USL physical collection to Utah County Bookmobile patrons. This will approximately double the amount of books patrons can access and save the bookmobile staff a lot of time. Darci Card has finished the update of the USL website. Brian Tober is working on a new public library directory which will have expanded information and allow the user to filter to specific information. Hannah Jones is working with our sister agency, Multicultural Affairs (MCA), to acquire a significant addition to our BookBuzz collection for book groups. MCA selected titles related to racial diversity and inclusion and will market the service to their unique networks. USL will publicize the books to our current book groups.

### **Blind and Disabled Program**

Ms. Nelson gave an update on the Braille E-reader project. The e-readers have been sent out to 183 braille readers across the state. Only four machines had mechanical issues, which was impressive. She said her patrons enjoy using the new machines because they are sturdy, well-designed, easy to transport, and convenient. Ms. Nelson is happy with the good feedback and is excited to see the program rolled out across the country. She said this pilot was a lot of work, and she was impressed by her hard-working staff.

Ms. Mower made a few closing remarks, stating Ms. Eggett has been a “major champion of Utah libraries”, and was leaving USL in a good place, evidenced by the outstanding reports of the program managers. She then adjourned the meeting at 11:30 a.m.